

**JUNE 2021**

Overview of YCHC goals and projects.



# **YOLO COUNTY HISTORICAL COLLECTION STRATEGIC PLAN**

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# MISSION

The mission of the Yolo County Historical Collection (YCHC) is to both illustrate the cultural and economic growth of the individuals and families of Yolo County and create a bridge between Yolo County's past and present through education, outreach, and exhibition of its historical objects.

# SCOPE

The YCHC collects three-dimensional items from the 1830s-1930s with enduring historical value that promote the cultural, political, social, ethnographic, and economic history of Yolo County.

# GOALS

- **Preserve** Yolo County's historical heritage by collecting, identifying, preserving, organizing, interpreting, and providing access to collection items that are displayed for the public through exhibitions that highlight diverse narratives.
- **Provide** adequate facilities and enclosures for objects to ensure preservation in accordance with accepted standards of museum practice.
- **Deliver** equitable access and research assistance for the Yolo County community and promote the use and appreciation of the YCHC through education, outreach, and display.
- **Collaborate** with local, statewide, and federal historical agencies to network, share resources, programming strengths, and to promote and develop the collection.
- **Support** local ethnic communities in their work to identify, preserve, and promote their unique cultural histories and identities.



# AUDIENCE

Along with the Yolo County Archives, the YCHC is a regional resource for history research, program development, education and preservation.

The YCHC serves schools, academic institutions and the general public by providing diverse and culturally relevant programming and research opportunities in person and online.



# PARTNERSHIPS

The Museum Curator of the Yolo County Historical Collection works closely with the Library-Archives and Yolo Arts to ensure the care and interpretation of Yolo County History. Other history, art and culture organizations support and contribute to the changing cultural landscape through partnerships, but the primary partnerships are articulated below.



## YOLOARTS

- **Operations** associated with Yolo County owned facility known as the Gibson House and Property is managed by YoloArts. The Curator coordinates access to collection storage and exhibition facilities.
- **Exhibitions** of the historic collection at the Gibson House and Property are coordinated with the Curator and YoloArts. This includes the sharing of resources such as pedestals, signage and other interpretive materials. Exhibitions are thematic collaborations with YoloArts when possible.
- **Education** and interpretation happens on-site and virtually through tours and programs. The Curator provides subject matter expertise and content to support educational outreach to the public.
- **Outreach** events, materials and cross-promotion of exhibitions, programs and events occurs with the assistance and support of YoloArts staff and volunteers.

## ARCHIVES

- **Supervision** of the Museum Curator in projects and daily tasks, is performed as needed. The ongoing collection benchmarks are monitored by the Archives Coordinator.
- **Research** for exhibitions, social media content and public inquiries are done collaboratively with the Archives. When there is a public inquiry, both collections are searched for relevant content.
- **Collection Resources**, including an online digital asset management system shared between the Archives and the YCHC.
- **Fiscal responsibility** resides with the Library-Archives as all donations, fees, purchases and fiscal transactions are done through the Library. The Yolo County Historical Collection budget is managed by the Museum Curator.
- **Outreach** events, materials and cross-promotion of exhibitions, programs and events occurs with the assistance and support of Archives staff and volunteers.

# YOLO COUNTY HISTORICAL COLLECTION 5-YEAR PLAN

This document outlines the five year plan of priorities for the Yolo County Historical Collection. There are ongoing elements that are not outlined in this plan such as the educational programming and exhibitions in addition to the day-to-day operations and management of the Yolo County Historical Collection.

## FY 2020/2021

### **Collections Management (30%)**

#### ***Preserve the structural integrity of the collection***

- Create labeling system for boxes and shelves with inventory lists.
- Organize finding aids and supplementary research materials in collection storage.
- Rotate items (via exhibitions) and update inventory to reflect collection moves.
- East Barn Renovation and re-housing of large agricultural items.
- Collection storage renovation and install of painting and quilt racks.
- Transfer of photography collection to Archives.
- Begin deaccession process and start researching and reaching out to repositories.
- Receive accessions and integrate into collection as needed.

### **Digital Presence (10%)**

#### ***Deliver access of the collection the public***

- Purchase photography equipment for digitization.
- Update Axiell database with updated collection information, including location.
- Develop process for uploading images into Axiell.
- Create social media content to promote the collection and exhibitions via Library, Archives, YoloArts platforms.

### **Volunteers and Interns (20%)**

#### ***Support organizational missions of academic partners***

- **Fall & Spring** recruit, train, manage and evaluate interns involved in collection review, exhibition development and research.
- Continue to act as an educational resource to those in the field of history and museum studies by providing hands on experience to Sacramento State, UC Davis and Woodland Community College.

### **Exhibitions (20%)**

#### ***Provide historical content and deliver access***

- Research, develop and implement Spring exhibition: Healing Histories, Medicine in Yolo County at the Gibson House and Property.
- Create marketing materials for exhibitions.
- Promote exhibitions via media outlets.
- Provide tours of exhibitions.
- Provide open hours for exhibitions.

### **Education and Programming (10%)**

#### ***Collaborate with educational institutions***

- Deliver quarterly lecture series programming in partnership with YoloArts and/or the Yolo County Library.
- Assess use of existing digital education kits.
- Create (video) virtual field trip for educators based on on-site experience at the Gibson House and Property in partnership with YoloArts.

### **Outreach and Partnerships (5%)**

#### ***Deliver access and collaborate with the organizations***

- Open up the collection to researchers and the public to access items by appointment.
- Create administrative structure to track use of the collection by the public.
- Communicate with various history organizations regarding coordination or cross-promotion of events and exhibitions.

### **Fundraising and Grants (5%)**

#### ***Preserve the collection as a historical resource***

- Research grants and planning for upcoming funding cycles.
- Plan for upcoming funding opportunities and determine deadlines for applications.

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## FY 2021/2022

### **Collections Management (10%)**

#### ***Preserve the structural integrity of the collection***

- Create a research library to support the research of the collection.
- Continue deaccession process and reach out to repositories to re-house or sell items.
- Rotate items and update inventory to reflect collection moves for exhibitions.
- Receive accessions and integrate into collection as needed.

### **Digital Presence (30%)**

#### ***Deliver access of the collection to the public***

- Develop and implement digitization process.
- Set-up digitization station with equipment.
- Digitize approximately half of the collection.
- Update Axiell database with images and updated collection information.
- Create social media content to promote the collection and exhibitions via Library, Archives, YoloArts platforms.

### **Volunteers and Interns (10%)**

#### ***Support organizational missions of academic partners***

- **Fall & Spring** recruit, train, manage and evaluate interns and volunteers in the digitization process.
- **Fall & Spring** recruit, train, manage and evaluate interns in exhibition research and development.
- Continue to act as an educational resource to those in the field of history and museum studies by providing hands on experience to Sacramento State, UC Davis and Woodland Community College.

### **Exhibitions (20%)**

#### ***Provide historical content and deliver access***

- Research, develop and implement two Spring exhibitions: Japanese Internment and Modern/Historic Ceramics at the Gibson House and Property.
- Create marketing materials for exhibitions.
- Promote exhibitions via media outlets.
- Provide tours of exhibitions.
- Provide open hours for exhibitions.
- Update exhibition labels with QR codes of videos and bi-lingual text.

### **Education and Programming (20%)**

#### ***Collaborate with educational institutions***

- Deliver quarterly lecture series programming in partnership with YoloArts and/or the Yolo County Library.
- Implement one history related program per year.
- Develop a plan for partnering and conduct outreach to schools and build relationships with teachers to gain feedback on history resources.
- Begin discussions with educators regarding needs.
- Begin to expand digital education kit content to include 7-12 grades (currently K-6).

### **Outreach and Partnerships (5%)**

#### ***Deliver access and collaborate with the organizations***

- Manage access of the collection to researchers and the public to access items by appointment.
- Create administrative structure to track use of the collection by the public.

### **Fundraising and Grants (5%)**

#### ***Preserve the collection as a historical resource***

- Apply for IMLS Museum Assessment Program (MAP) Grant to assess the long-term needs of the property.
- Seek sponsorships for exhibitions.

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## FY 2022/2023

### **Collections Management (10%)**

#### ***Preserve the structural integrity of the collection***

- Continue deaccession process and reach out to repositories to re-house or sell items.
- Rotate items and update inventory to reflect collection moves for exhibitions.
- Receive accessions and integrate into collection as needed.
- Prepare items for display on second floor which will be open to visitors and tours. Develop interpretation of second floor items.

### **Digital Presence (30%)**

#### ***Deliver access of the collection to the public***

- Continue digitization process.
- Digitize remaining portion of the collection.
- Update Axiell database with images and updated collection information.
- Create virtual tour of second floor in compliance with ADA regulations in partnership with YoloArts.
- Create social media content to promote the collection and exhibitions via Library, Archives, YoloArts platforms.

### **Volunteers and Interns (10%)**

#### ***Support organizational missions of academic partners***

- **Fall & Spring** recruit, train, manage and evaluate volunteers in the photo taking and digitization process.
- **Fall & Spring** recruit, train, manage and evaluate interns in exhibition research and development.
- Continue to act as an educational resource to those in the field of history and museum studies by providing hands on experience to Sacramento State, UC Davis and Woodland Community College.

### **Exhibitions (20%)**

#### ***Provide historical content and deliver access***

- Research, develop and implement two Spring exhibitions: Arts and Crafts Movement/On-site Archeology at the Gibson House and Property.
- Create marketing materials for exhibitions.
- Promote exhibitions via media outlets.
- Provide tours of exhibitions.
- Provide open hours for exhibitions.

### **Education and Programming (20%)**

#### ***Collaborate with educational institutions***

- Deliver quarterly lecture series programming in partnership with YoloArts and/or the Yolo County Library.
- Implement one history related program per year.
- Develop educational content for educators.
- Implement pilot of in-classroom history programming with select group of teachers.

### **Outreach and Partnerships (0%)**

#### ***Deliver access and collaborate with the organizations***

- Manage access of the collection to researchers and the public to access items by appointment.

### **Fundraising and Grants (10%)**

#### ***Preserve the collection as a historical resource***

- Carry out IMLS Museum Assessment Program (MAP) Grant to assess the long-term needs of the property (if received, this is a one year process).
- Apply for NEH Sustaining Cultural Heritage Collections Grant for textile preservation.
- Seek sponsorships for exhibitions.



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## FY 2023/2024

### **Collections Management (10%)**

#### ***Preserve the structural integrity of the collection***

- Continue deaccession process and reach out to repositories to re-house or sell items.
- Rotate items and update inventory to reflect collection moves for exhibitions.
- Carry out conservation projects on textiles and other collection items as needed.
- Receive accessions and integrate into collection as needed.

### **Digital Presence (20%)**

#### ***Deliver access of the collection to the public***

- Update Axiell database with images and updated collection information with research.
- Develop a plan for creating a digital touring app. Identify resources and needs to implement. In partnership with contracting agency.
- Create social media content to promote the collection and exhibitions via Library, Archives, YoloArts platforms.

### **Volunteers and Interns (10%)**

#### ***Support organizational missions of academic partners***

- **Fall & Spring** recruit, train, manage and evaluate interns to create digital content for touring app.
- **Fall & Spring** recruit, train, manage and evaluate interns in exhibition research and development.
- Continue to act as an educational resource to those in the field of history and museum studies by providing hands on experience to Sacramento State, UC Davis and Woodland Community College.

### **Exhibitions (30%)**

#### ***Provide historical content and deliver access***

- Research, develop and implement one Fall and one Spring exhibition, TBD at Gibson House and Property.
- Research, develop and implement one off-site exhibition.
- Create marketing materials for exhibitions.
- Promote exhibitions via media outlets.
- Provide tours of exhibitions.
- Provide open hours for exhibitions.
- Expand exhibition content to highlight the narratives of Hispanic, Native American and Asian American populations into permanent exhibitions.

### **Education and Programming (20%)**

#### ***Collaborate with educational institutions***

- Deliver quarterly lecture series programming in partnership with YoloArts and/or the Yolo County Library.
- Implement one history related programs per year.
- Implement in-classroom history programming.

### **Outreach and Partnerships (5%)**

#### ***Deliver access and collaborate with the organizations***

- Manage access of the collection to researchers and the public to access items by appointment.
- Outreach to universities and community colleges to establish exhibition and educational program partnerships and exhibitions.

### **Fundraising and Grants (5%)**

#### ***Preserve the collection as a historical resource***

- Apply for NPS Historic Preservation Fund, based on recommendations from MAP Assessment.
- Seek sponsorships for exhibitions.

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## FY 2024/2025

### **Collections Management (10%)**

#### ***Preserve the structural integrity of the collection***

- Carry out conservation projects on textiles and other collection items as needed.
- Rotate items and update inventory to reflect collection moves for exhibitions.
- Receive accessions and integrate into collection as needed.

### **Digital Presence (20%)**

#### ***Deliver access of the collection to the public***

- Implement digital touring app. Update content as needed with images and research.
- Update Axiell database with images and updated collection information.
- Create social media content to promote the collection and exhibitions via Library, Archives, YoloArts platforms.

### **Volunteers and Interns (10%)**

#### ***Support organizational missions of academic partners***

- **Fall & Spring** recruit, train, manage and evaluate interns to create digital content for touring app.
- **Fall & Spring** recruit, train, manage and evaluate volunteers interns in exhibition research and development.
- **Spring** recruit, train, manage and evaluate volunteers for historical garden program.
- Continue to act as an educational resource to those in the field of history and museum studies by proving hands on experience to Sacramento State, UC Davis and Woodland Community College.

### **Exhibitions (30%)**

#### ***Provide historical content and deliver access***

- Research, develop and implement one Fall and one Spring exhibition, TBD at Gibson House and Property.
- Research, develop and implement one off-site exhibitions.
- Create marketing materials for exhibitions.
- Promote exhibitions via media outlets.
- Provide tours of exhibitions.
- Provide open hours for exhibitions.

### **Education and Programming (20%)**

#### ***Collaborate with educational institutions***

- Deliver quarterly lecture series programming in partnership with YoloArts and/or the Yolo County Library.
- Implement one history related programs per year.
- Outreach to schools and build relationships with teachers to gain feedback on history resources.
- Develop plan for historical garden program.

### **Outreach and Partnerships (5%)**

#### ***Deliver access and collaborate with the organizations***

- Manage access of the collection to researchers and the public to access items by appointment.
- Outreach to universities and community colleges to establish exhibition and educational program partnerships.

### **Fundraising and Grants (5%)**

#### ***Preserve the collection as a historical resource***

- Carry out NPS Historic Preservation Fund Grant (if received).
- Collaborate with YoloArts on fundraising events.
- Seek sponsorships for exhibitions.



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## FY 2025/2026

### **Collections Management (10%)**

#### ***Preserve the structural integrity of the collection***

- Research individual collection items and create themed collections.
- Rotate items and update inventory to reflect collection moves for exhibition.
- Receive accessions and integrate into collection as needed.

### **Digital Presence (20%)**

#### ***Deliver access of the collection to the public***

- Implement digital touring app. Update content as needed while working with contracted agency.
- Create virtual exhibitions on platforms, such as Google Arts & Culture.
- Update Axiell database with images and updated collection information.
- Create social media content to promote the collection and exhibitions via Library, Archives, YoloArts platforms.

### **Volunteers and Interns (10%)**

#### ***Collaborate with and support organizational mission***

- **Fall & Spring** recruit, train, manage and evaluate volunteers for historical garden program.
- **Fall & Spring** recruit, train, manage and evaluate volunteers interns in digital exhibition research and development.
- Continue to act as an educational resource to those in the field of history and museum studies by proving hands on experience to Sacramento State, UC Davis and Woodland Community College.

### **Exhibitions (30%)**

#### ***Provide historical content and deliver access***

- Research, develop and implement one Fall and one Spring exhibition TBD at Gibson House and Property.
- Research, develop and implement one off-site exhibitions.
- Create marketing materials for exhibitions.
- Promote exhibitions via media outlets.
- Provide tours of exhibitions.
- Provide open hours for exhibitions.

### **Education and Programming (20%)**

#### ***Collaborate with educational institutions***

- Deliver quarterly lecture series programming in partnership with YoloArts and/or the Yolo County Library.
- Implement one history related programs per year.
- Assess school outreach efforts and update plan.
- Implement historical garden program.

### **Outreach and Partnerships (5%)**

#### ***Deliver access and collaborate with the organizations***

- Manage access of the collection to researchers and the public to access items by appointment.
- Outreach to universities and community colleges to establish exhibition and educational program partnerships.

### **Fundraising and Grants (5%)**

#### ***Preserve the collection as a historical resource***

- Collaborate with YoloArts on fundraising events.
- Seek sponsorships for exhibitions.